



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: November 8, 2013
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 77,112.97
- Expense Warrant: \$ 244,029.85

For Your Information/Follow Up:

- Construction activity continues to occur in the area of Town Hall – this time it is work to improve drainage away from the foundation of the Risteen Building being conducted by Public Works. As part of the work to eliminate odor and potential mold to the building DPW has removed the vegetation from the Main Street side of the building and is installing piping and drainage to capture and take away water from that side and direct it so it doesn't end up in the basement. Removing the vegetation looks extreme, but we can probably plant some more appropriate replacement items in the spring. We were glad to get this work done while the weather cooperates.
- You may have noticed the large container in the parking lot of the Fire Station which accepts returnable cans and bottles. The Fire/EMS Association has launched a fund raising drive to raise funds to purchase a new set of Jaws of Life. The CIP includes this as a future expenditure of \$35,000 to replace our set which is 25+ years old and not as capable of cutting through roofs and posts of today's cars. Please pass the word that if you'd rather not take your items back to the store your welcomed to drop them there for a good cause.
- The audit of the FY 12/13 year continues and the auditors were on site again this week to meet with our finance staff and continue their testing and review process. We are expecting a draft report from the firm completing the update to our OPEB (other post-employment benefits) in conjunction with this. As you know that valuation needs to be updated every three years and the liability carried on our books.
- The Personnel Board met this week and qualified 7 applications to move forward to the interview stage of the process. We will be inviting six of those candidates for interviews the week of November 18th.
- The Classification/Compensation study continues. We are still waiting for some employees to fill out their position questionnaires and turning them in. Employee interviews with the consultants are scheduled for November 15th and 18th.
- The Assessor's Office is still working diligently to get the State to certify the grand list so that we can move forward towards adopting a tax rate. They have made progress, yet

BOARD OF SELECTMEN
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continue to get requests from the state to make changes that had already been made at the State's request. We'll keep you posted on their progress.

- Please note that Fire Engine #3 is out of service at the present time. The pump gear box seems to have a worn bearing that has caused it to not work. It has been removed and is at the pump repair shop to be addressed. At this point we do not know the extent of the cost to fix it.
- You may have heard on the news that the Suffolk Downs casino project did not pass at the joint Revere/East Boston referendum this week. That leaves the Everett proposals (which did get voter approval) and Milford's in the running. We are still in the process of scheduling a meeting with Foxwoods to negotiate our agreement.
- The warrant for the November 19th special town meeting has been posted. The Finance will meet again on November 13th on this topic.
- Please note that on Monday we will celebrate Veteran's Day and all Town Offices will be closed.